

1588 Maintenance Subcommittee Process

26 February 2021
v1.1

Maintenance Subcommittee: Purpose

- As with any document, IEEE Std 1588 can have bugs
 - Editorial and/or technical problems that can lead to incorrect interpretation
- Any reader can find a bug
 - Including someone who is not a member of the Working Group
- The 1588 Maintenance Subcommittee handles bugs
 - Input from anyone to subcommittee: Short request form
 - Outputs from subcommittee to Working Group:
 - Recommended status of request
 - For recommended change: specific text for additions, corrections, and/or deletions

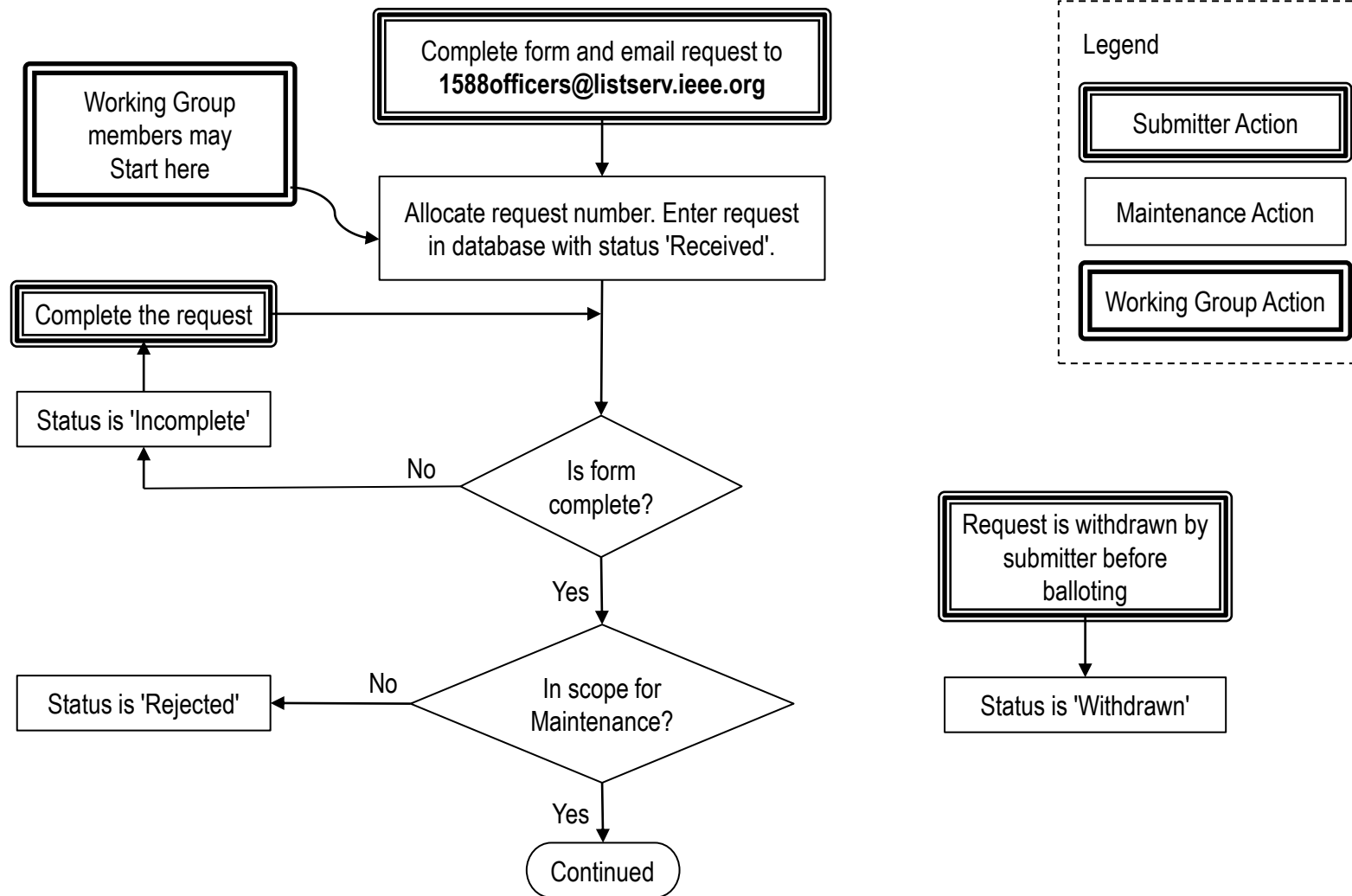
Maintenance Subcommittee: Policy

- Formal policies and procedures for the 1588 Working Group are specified in the I&MS TC-9 P&P
 - http://sagroups.ieee.org/1588/wp-content/uploads/sites/144/2020/08/IM_ST_TC9_wg_individual_PnP_1-14-2019.pdf
- Maintenance Subcommittee is a "Subgroup" according to section 5
 - Cannot make binding decisions to change a draft
 - No binding votes in Maintenance Subcommittee
 - Nevertheless, the goal for each request is to achieve consensus in Maintenance
 - Expert participation in Maintenance helps subsequent Working Group votes to proceed efficiently

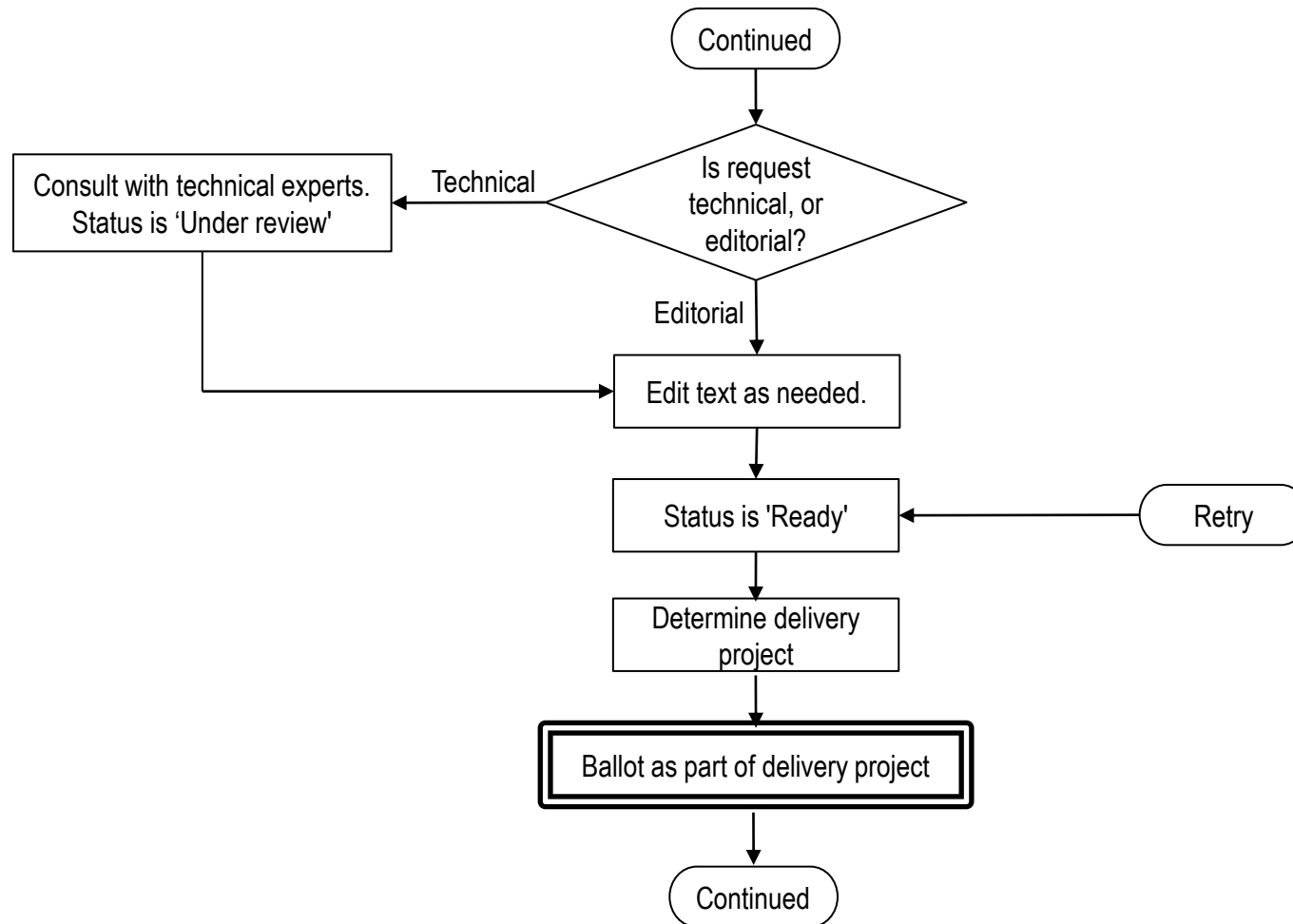
1588 Maintenance Process

- Flowchart describes the 1588 Maintenance process
- Details are provided after the flowchart

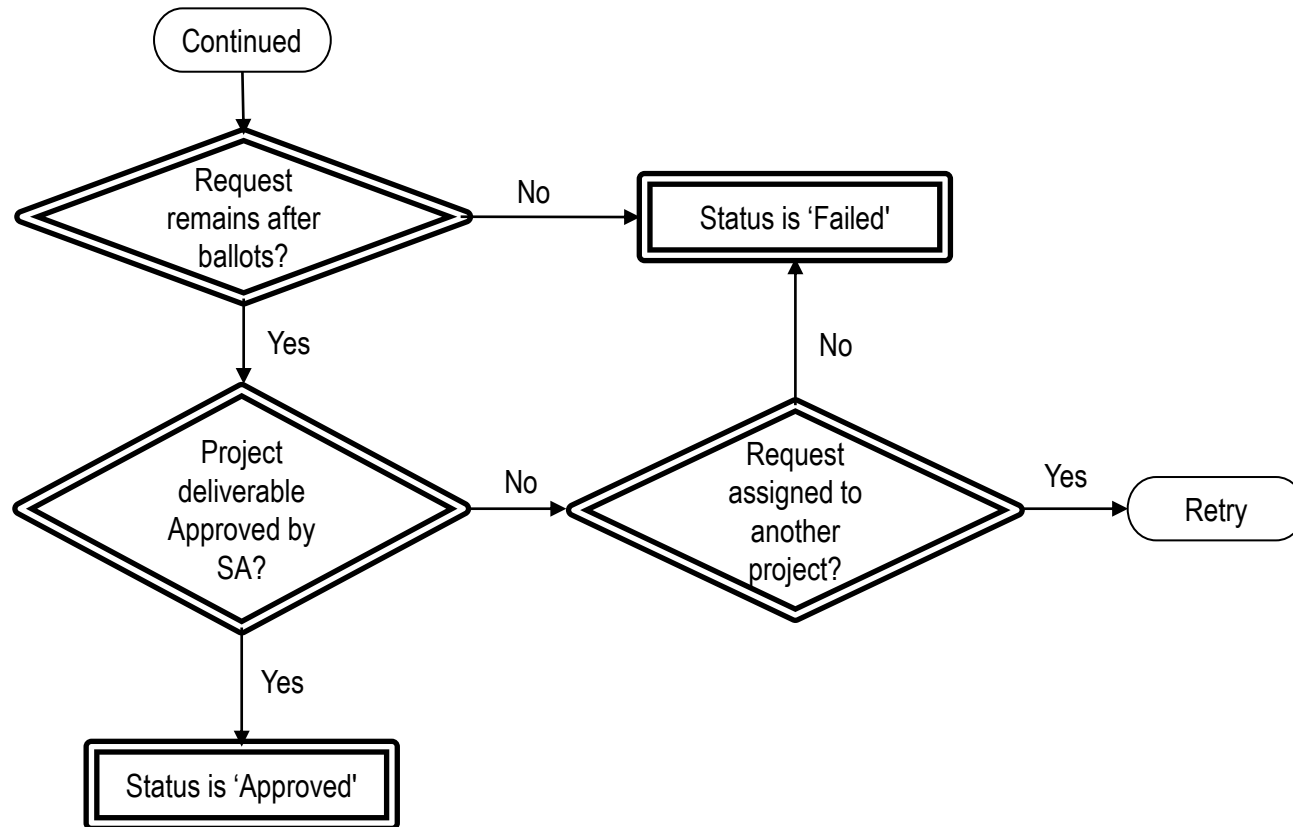
Flowchart (1 of 3)



Flowchart (2 of 3)



Flowchart (2 of 2)



Maintenance Item Status codes

| Status Code | Meaning |
|--------------|--|
| Received | Item has been entered into the maintenance item database, but not yet reviewed by the maintenance subcommittee |
| Incomplete | The maintenance subcommittee determines that further information is needed from the submitter |
| Under review | Item has been discussed in the maintenance subcommittee but not yet resolved |
| Rejected | The maintenance subcommittee determined not to resolve the item |
| Ready | The maintenance subcommittee has achieved consensus on a proposed resolution for the item |
| Approved | The item resolution, possibly revised, has passed sponsor ballot and the project deliverable was approved by the IEEE SA Standards Board |
| Failed | The item has been removed from further consideration during balloting |
| Withdrawn | The submitter may withdraw the item at any time prior to working group ballot |

Complete Form: Submitter Actions

1. Copy the following template text into an email
2. Complete the required information
3. Send email to **1588officers@listserv.ieee.org**
4. If contacted due to incomplete request, return to step 2

Complete Form: Template Text

```
+-----+  
| IEEE 1588 REVISION REQUEST |  
+-----+
```

DATE:
NAME:
AFFILIATION:
E-MAIL:

REQUESTED REVISION:
 PUBLISHED STANDARD:
 SUBCLAUSE NUMBER:
 PAGE (AT BOTTOM, NOT PDF):

RATIONALE FOR CHANGE:
<replace this text with a description of why the change is needed>

TEXT TO BE CHANGED
<replace this text with the text in the standard that is to be changed>

PROPOSED CHANGE:
<replace this text with specific proposed text to insert/delete/change>

IMPACT ON EXISTING NETWORKS:
<replace this text with a description of any changes to compatibility>

Maintenance Database

- All Maintenance requests are entered into a database
 - Database is posted publicly, so participant outside of 1588 Working Group can track status of submitted request
- Database format is not specified here
 - Might be as simple as an Excel spreadsheet
- Fields for each request include
 - Original fields from form (which can change over time)
 - Status of request as described in flowchart
 - Subcommittee Text
 - If request is rejected, this explains why
 - Delivery Project

In Scope for Maintenance?

- Some common reasons why a request is rejected...
 - Incorrect rationale
 - For example, maybe the submitter states that essential information is missing in the referenced subclause, but that information exists in a different subclause
 - New feature
 - The Maintenance process is not used for a new feature. Although a new feature will be rejected by the Maintenance subcommittee, the submitter is encouraged to propose the feature as a Working Group member
 - Breaks compatibility
 - Users of the standard demand compatibility. If the request would break compatibility, it cannot proceed in Maintenance. In some cases, the submitter can propose the request as a new feature.

Consult with Technical Experts

- Some technical problems require in-depth consideration by relevant experts
 - Especially true when compatibility is a concern
- If those experts are not available during a Maintenance meeting, the subcommittee may need to wait
 - 'Tech Experts' status indicates coordination of this review

Determine Delivery Project

- When a request's status is 'Ready' to be integrated, the next step is to identify a project, which can be
 - Amendment
 - Rollup Revision
 - Corrigendum
- Since identification of a project is often obvious, it is typically handled by in the maintenance subcommittee
- All further discussion and/or balloting of the request is handled as part of the delivery project
 - Therefore, the request is no longer handled by Maintenance

Exceptions to Ready Status

- Usually, the maintenance subcommittee will determine the resolution to the maintenance item
- The maintenance item resolution may be changed in the subcommittee that is drafting the delivery project
 - For example, if the delivery project is changing terminology, then the maintenance item resolution might be changed to be consistent with the rest of the delivery project
- The Working Group editor may change the maintenance item resolution
 - to fix minor editorial flaws or
 - to make it consistent with the IEEE style guidelines

Request Remains After Ballots?

- As ballots proceed for the delivery project, voting members might decide to remove the change from the draft
- After IEEE SA ballot is complete for the delivery project, the Maintenance subcommittee will revisit the request, in order to communicate final status in the database
 - Approve: Request remained in the project's draft (in some form)
 - Failed: Request was removed from the project's draft
- The Maintenance subcommittee does not track publication status after IEEE SA ballot
 - i.e. There is no 'Published' status after 'Approve'